BIOL 2420.103CL
Microbiology
Spring 2022
T/R 9:30am-12:20pm; Lecture – Tue (STE 342); Lab – Thu (STE-317)

Instructor Information: Dr. Raymond Nwachukwu; RNwachukwu@com.edu; (409) 933-8502

Student (Office) hours and location:

Office Hours: T/R – 2:00pm-6:00pm; or by appointment.

Location: STE 325-30

Communicating with your instructor: ALL electronic communication with the instructor must be through your COM email. Due to FERPA restrictions, faculty cannot share any information about performance in the class through other electronic means.
Note: Email is preferred method of communication with the instructor. Expect responses within 24 hours during the week or 48 hours on weekends.

Required Textbook/Materials:
Textbook: Tortora, G.J., Funke, B.R. & Case, C.L., 2016. ***Microbiology: An Introduction, 13th edition*** (e-Text), Boston, MA; Pearson Education, Inc. Publisher bundled with Mastering Microbiology on-line component. ISBN-13: 9780134605180. This e-book, together with the Mastering Microbiology component, is purchased at the time of registration, and you will gain access once you are in Blackboard from first day of class.

Lab manual: Alderson, G.D., 2015. ***Microbiology Experiments & Lab Techniques, 14th edition***; Southlake, Texas, Fountainhead Press Publisher. ISBN-13: 9781598718782.

Lab Coat: Made of polyester, cotton, or blend (No disposable plastic coats). Detailed information is found here. Your lab coats will always be kept in the lab at the end of each lab. You may take it back with you, if you so desire, at the end of the last lab of the semester.

Exam Scantrons: Six (6) computer answer forms (Scantron Form #888-E) available at the COM bookstore. Everyone is responsible for their scantron forms: I don't keep them for students.

Software & hardware – The computer and internet configurations necessary for this class are:

- **Computer** with up-to-date operating systems from Microsoft (PC) or Apple (Mac). Mobile devices may not be compatible with all the Blackboard (BB) course components.
- **Microsoft Office**. COM offers free Office 365 access for students. Contact COM IT helpdesk for assistance if you do not already have it downloaded and installed
- **Adobe Acrobat Reader DC.** Probably already on your computer. If not, it is available for free download and installation at https://get.adobe.com/reader/otherversions/.

- ❖ Blackboard-supported **web browser** (e.g., Chrome, etc.)
- ❖ **Java** installed and updated
- ❖ Your **COM e-mail** account
- ❖ **Wi-fi/Internet** access
- ❖ **Respondus Lockdown Browser.** Visit this YouTube video for the full concept.
- ❖ **Webcam**. This is usually inbuilt into your computer/laptop.
- ❖ **Adobe Scan** on Phone (free) – allows you scan/convert assignments into PDFs using your phones.

Other Accessories:

i. **Safety glasses** – provided in the lab. Purchase yours if you do not want to use common ones
ii. **Masks/Face Covering** – Use of mask is not required; it is totally optional. If you choose it, a pair of masks is recommended: one to wear always on campus, another (disposable) to wear in the lab. The disposable must be disposed in the trash bin at the end of each lab.
iii. **Coloring pencils** – for use in the lab
iv. **Sharpie** – to be used in the lab

Course Description: This course covers basic microbiology and immunology and is primarily directed at pre-nursing, pre-allied health, and non-science majors. It provides an introduction to historical concepts of the nature of microorganisms, microbial diversity, the importance of microorganisms and acellular agents in the biosphere, and their roles in human and animal diseases. Major topics include bacterial structure as well as growth, physiology, genetics, and biochemistry of microorganisms. Emphasis is on medical microbiology, infectious diseases, and public health. This course covers basics of culture and identification of bacteria and microbial ecology.

Course Prerequisites: Two lab-based courses (eight credit hours) selected from biology or chemistry core curriculum courses with a grade "C" or better.

Course requirements:

Exams – Lecture & Lab

You will have four lecture exams and two lab practical exams over the course material. The lecture exams will be multiple-choice format, reflecting fill-in-the-blank, matching, identification, and true-false questions. The lab practical will consist of a mixture of identification, multiple-choice, fill-in-the-blank, and short answer questions. ***The spelling & format of any biological/scientific term must be correct to receive credit.*** Also, a singular word will not be accepted where plural term is required, and vice versa. The lab practical and lecture exams will be taken in class. However, the lecture exams may also be available in the Blackboard and could be taken online through Respondus Lockdown Browser+webcam if the student meets one of these conditions:

1. *The student specifically requests to take the exam online, and the request must be at least 48 hours before the scheduled date/time.*
2. *The student is not present on the scheduled test date due to excused absence*

I retain all Exams and labs. To review your test, you need to make appointment with me. You have one week after a test to review it. For tests taken online, the reviews are available online

immediately after submission. Each test must be completed by the due date. Any test not taken or completed by the due date will receive a "zero" grade. Follow the Blackboard/online calendar for **authentic** due dates of online tests.

Quizzes – Lecture & Lab

Lecture quiz: You will have eleven (11) lecture quizzes. The first quiz will be an orientation quiz, based on the syllabus. Each of the other ten (10) lecture quizzes will reflect 2-3 chapters of the textbook. All lecture quizzes will be taken online either through Respondus lockdown browser or directly through BB. Quizzes taken directly via BB may require a passcode whereas lockdown browser will not need any passcode. Every quiz must be completed by the due date.

Pre-Lab quiz: For most of the lab activities/exercises, there will be a pre-lab quiz, taken before coming to lab of the day. To ensure you understand the **background** material and the **procedures** in the specified upcoming lab, you will need to take this quiz to demonstrate that you are ready to enter the lab. A score of 70% or more means you have proficient understanding of the lab concept and procedures. If you score below 70%, it means you are ill-prepared for the lab, and are advised to hand-write (not type) the procedure of the lab that will be covered in that laboratory exercise. If you fail to take the pre-lab quiz or submit a hand-written procedure, you may hurt your lab grade. You do not need to write out the procedure if you scored 70% or more in the pre-lab quiz.

Laboratory Activities

You will have about thirteen (13) lab sessions, out of which a student cannot miss more than two (see Lab attendance). Each session will involve multiple lab exercises (from the lab manual). The exercises/activities will be done as a teamwork. A team will consist of 3-4 students. Four (4) teams have been created in the Blackboard. Students should sign up in any of the Teams 1-4. For each lab exercise, there is a lab report (Results and discussion) that is associated with it. You will turn in these lab reports at the end of every exercise as a team, with the name of every team member written on the front page. (For details, find *"How to Join a Lab Team and Submit Lab Reports"* in **Read Me First** module in BB.) If any student does not follow proper lab safety protocol during the completion of the experiment, he/she will be penalized by points deduction from the lab report. There is a mandatory individual activity, called Pre-Lab Act, that must be completed in the first week of the semester (before the 1st lab of class). This Pre-Lab Act is a Blackboard & syllabus orientation exercise, also found in "Read Me First" module in BB.

Mastering Microbiology Assignments

The Mastering assignments component of this course is required, and you have access to the program through the "Coursework" menu in the Blackboard. With your textbook purchased during registration, you will have access on the first day of class to stay current with the course requirements. There will be altogether twelve Mastering assignments: One **Lab safety** exercise and eleven **Homework** (covers lecture chapters). The lab safety carries 10 points while each homework carries 15 points. You are required to do **all**, but your poorest homework grade will be dropped while the rest will be applied.

Extra Credits

There will be opportunities to earn bonus points if you meet the requirement (see the extra credit policy). The extra credits are not part of the course requirements; they are optional and will not affect your grade if you do not do them. But they may improve your final grade if you do them.

Respondus Lockdown Browser and Monitor

This software is required in order to take any exam online. You can download and install it by clicking here. Watch this short video to get a basic understanding of Lockdown browser and the webcam feature. A student Quick Start Guide is also available.

To ensure Lockdown browser and the webcam are set up properly, do the following:

- Start Lockdown browser the same way you start other web browsers such as chrome.
- Log into blackboard and select this course.
- Locate and select the Help Center button on the lockdown browser toolbar.
- Run the Webcam Check and, if necessary, resolve any issues.
- Run the System & Network Check. If a problem is indicated, see if a solution is provided in the Knowledge Base. Troubleshooting information can also be emailed to our institution's help desk.
- Exit the Help Center and locate the quiz named Practice Test, located in the **Assessments** module under **Course Resources** menu in the Course Blackboard shell.
- Exit Lockdown browser upon completing and submitting the test/quiz.

Any online exam a student fails to take through Respondus lockdown browser + webcam **will not be accepted. (*I will award a "zero" for such test*)**.

Determination of Course Grade/Detailed Grading Formula: (methods of evaluation to be employed to include a variety of means to evaluate student performance)

Course Assessment	**Total Points**	**Percentage of Course**
LECTURE PORTION	70**0**	**65.0%**
Lecture Quiz (10)	150	10.0 %
Mastering Homework	150	15.0%
Lecture Exam (4)	400	40.0 %
LABORATORY PORTION	47**0**	**35.0%**
Lab Practical (2)	200	18.0%
Lab Activity & Quiz	220	13.0%
Lab Project	50	4.0%
TOTAL POINTS	**1,170**	**100%**

Grading Scale:

A – A weight of the points earned for course assessments that equals 90% or more

B – A weight of the points earned for course assessments that equals between 80% and 89%

C – A weight of the points earned for course assessments that equals between 70% and 79%

D – A weight of the points earned for course assessments that equals between 60% and 69%

F – A weight of the points earned for course assessments that equals 59% or less, or that fails to meet either the lab science policy or the lab attendance policy

FN – A weight of the points earned for course assessments that equals 59% or less due to discontinued attendance

I – An incomplete may be assigned at the discretion of the instructor in accordance with the college policy

W – A withdrawal may be assigned in accordance with college policy.

Make-Up, Late Work, and Extra-Credit Policy:

Make-up

There are no make-ups for any missed quiz or assignment. There may be a maximum of one (1) make up, at the instructor's discretion, for in-class lecture exam missed due to a **documented** excused absence. If one must miss a lecture exam because of an emergency, he/she must contact the instructor **before** the start of the scheduled exam and provide documentation as legitimate proof of the absence! Arrangements may be made for him/her to take the exam, either online or at the Testing Center, at a time not later than 48 hours after the scheduled date. If you know in advance that you will be unable to attend an exam, you may take the exam earlier than scheduled. There are no make-ups for a missed final exam, lab practical or an online assessment. Every assignment and quiz, except the pre-lab act & pre-quiz, will be open and available for at least 5 days. Therefore, there are no excuses for missing a due date. The instructor could, however, make exceptions to this policy on individual basis under special circumstances.

Late work

Do not turn in any assignment late. Substantial number of points, up to 100%, may be deducted.

Extra credit

Extra credit assessment grades are dependent on your attendance. If a student has attendance below 85%, he/she may **not** be eligible for extra credit points. Any completed and graded extra credit assignment by such student may not be applied in the final grade calculation.

Lab Science Policy: The grade for this course consists of both lecture and laboratory components. Students must earn a 70% or better in the laboratory component to successfully pass the course. Earning less than 70% in the laboratory component will result in an F for the course regardless of the lecture (or overall) grade. Passing the laboratory component and failing the lecture component will not guarantee a passing grade for the course. Deviations from this policy will be at the sole discretion of the instructor.

Attendance Policy:

This policy includes lecture and lab. Attendance, participation, and punctuality are critical both to understanding of the course materials and to success in this class. I do know that circumstances such as death in the family, illness, etc. come up unexpectedly and may cause a student to be tardy or miss a class. I expect that the student would make every effort to come to class/lab on time, and that I would be contacted if he/she is running late or need to miss class. **This does not automatically grant or guarantee excused absence.** The student must provide documentable evidence, such as a doctor's report (written in English) for me to approve the absence as excused. A student with excused absence may, where possible, be rescheduled for the missed lab activity.

- Attendance is taken twice a week: one for lecture, the other for lab.
- If a student accumulates 2 consecutive absences (for lecture and/or lab), or misses a due required assessment, I will submit his/her name to the Early Alert System to visit with the Student Success Center. Total attendance below 70% may prevent a student from taking the final exam.

Lab attendance **–** Attendance and participation in the laboratory are mandatory. Lab attendance is taken at the beginning of lab (15 minutes after lab begins). All students must complete 80% of the

face-to-face laboratory meetings. Failure to attend 80% of lab meetings will result in a failing laboratory grade and an "F" grade for the course. Excused absences (with documented evidence) will be handled on case-by-case bases and at the discretion of the instructor.

Lecture attendance **–** Lecture attendance is taken at the beginning of class (10 minutes after class begins). A student who misses lecture risks missing quizzes, which are usually taken at the beginning of class. Moreover, lecture attendance below 70% will disqualify a student from taking the final lecture exam.

Tardiness and early leave **–** Tardiness, recorded in attendance register as partial attendance, may result in an absence if the student is not present without excuse 1 hour after attendance is taken. It could prevent a student from participation in lab activities. Also, **do not** leave early! Unexcused early leaving, more than 45 minutes before end of class or lab, counts as tardiness.

Additional Policies regarding Course Communication, Lab Use and Test Taking:
If you are having difficulty with the class or course material, discuss with the instructor in the office during office hours. You may also contact me via email to discuss or to make an appointment. The following rules apply to all students during lecture or lab:

- Students are not mandated to wear masks: wearing of masks in class/lab is optional. The bookstore has enough to buy from if a student desires to wear mask and forgets to bring from home.
- No restroom trips during any quiz, exam or lab practical.
- All phones & electronic accessories must be turned off and put away during **every** test.
- Use of phones/electronics or accessories for texting, chatting, etc. during class or lab is not allowed. The device will be confiscated for the rest of the day, or the student dismissed from class/laboratory. If dismissed from class/lab, the student will receive a "0" for any graded activity of that day, and the attendance will be recorded as "absent".

One who fails to obey these violates the civility and academic integrity codes. If the violation is during a test, the student will get a "0" for the exam or quiz. A repeat violation may get the student ultimately dropped from class.

When taking an online exam, remember the following guidelines:

- If the computer or networking environment is different from what was used previously with the webcam and System & Network Check in Lockdown browser above, run the checks again prior to starting a test.
- Ensure you are in a noise-free location where you will not be interrupted. **No sound from people, television, radio, or other sound-producing gadgets and appliances** must be heard. Your completed test may be rejected for noncompliance and a "zero" awarded.
- Be sure that the room is well-lit. Avoid backlighting, such as sitting with your back to a window.
- Turn off all other devices (e.g. tablets, phones, second computers) and place them outside of your reach.
- Clear your desk of all external resources or materials not permitted – books, papers, notes, other devices.
- Do not wear baseball caps or hats with brims.
- Do not block/mask/cover the camera with your palm or anything else while taking a test.

- ❖ Ensure your computer/tablet is on a firm surface (desk or table). Do not have it on your lap, a bed, or other surface where the device is (or you are) likely to move.
- ❖ If using a built-in webcam, avoid tilting the screen after the webcam setup is complete.
- ❖ Know how much time is available for the test; ensure that you have allotted enough time to complete it.
- ❖ Remain at your computer for the duration of the test. Remember that you will be unable to exit the test until all questions are completed and submitted.

Technology Outage – Students are responsible for maintaining their hardware, software, and Wi-Fi or Internet connection to the course. No additional time will be provided for hardware, software, or Internet connection problems that interfere with student's ability to access the course and/or complete online assessments. If you are incapable of maintaining your own system, use the computers available on campus. The Innovation (computer) Lab and Library are open during the week for students to access computers. Be mindful that access to college computers is limited by the hours of operation for the computer labs and library. You are responsible for staying abreast of these times. See Academic Success, Tutoring Center & Support Services below for more details. (Note, ***Respondus Lockdown Browser & monitor may not be available on the COM computers***.) If a verifiable interruption in the access to the Course Management System (Blackboard) lasts for fifteen minutes or longer and occurs within twenty-four hours of an assignment/test, that assessment deadline may be extended at the discretion of the instructor.
If a student needs a quiet place to study and/or take exam, the Innovation Lab and Library are open through the week for such students. Remember to go with your laptop if the purpose is to take an online test that requires lockdown browser+webcam.

Navigating the Course on Blackboard: It may be daunting to hit the ground and start running in this class without understanding how to get access to materials and resources needed. The first place to begin on the Blackboard is the **"Read Me First"**. There, locate and complete the orientation & syllabus exercise (Pre-lab Act). It is the best navigation help/resource. Another resource that gives you information and directions you need for navigating blackboard is "***Navigating the Blackboard Class"*** also in "Read Me First".

Technical and Tutorial Assistance:
For technical assistance during the course or to report a problem with Blackboard, contact the Educational Technology Services (ETS) support by clicking on ***"Help with Blackboard"*** under **Info & Resources** menu or **Course Resources** module on the course homepage. The ETS support site is also provided here. For technical assistance with campus Wi-Fi, COM user ID or password, and other campus related IT needs, visit helpdesk.
The **tutoring center** provides face-to-face and online tutoring sessions in a welcoming environment, and is open for students Monday through Saturday. The center provides free tutoring services to students, staff and faculty seeking assistance for writing, reading and oral presentations for academic and non-academic assignments/projects. The center also provides tutoring for science classes including Anatomy & Physiology, Microbiology, General Biology, Chemistry, Math, and Physics. It is located in the Technical Vocational Building, Room 1306. To sign up for the online tutoring, click here or visit the link https://com.mywconline.com/. For help/assistance, questions or further details, contact Beth Richards at erichards@com.edu.

Student Learner Outcome (SLO)	Maps to Core Objective(s)	Assessed via this Assignment
1. Describe distinctive characteristics and diverse growth requirements of prokaryotic organisms compared to eukaryotic organisms.	Critical Thinking (CT)	**Lecture Quiz 1.**
2. Provide examples of the impact of microorganisms on agriculture, environment, ecosystem, energy, and human health, including biofilms.	Communication Skills (CS)	Mastering Assignment 2
3. Distinguish between mechanisms of physical and chemical agents to control microbial populations.	CT	Mastering Assignment 3. Lab Ex.19-22 – Control of m/os
4. Explain the unique characteristics of bacterial metabolism and bacterial genetics.	Empirical & Quantitative Skills (EQS)	Exam 2
5. Describe evidence for the evolution of cells, organelles, and major metabolic pathways from early prokaryotes and how phylogenetic trees reflect evolutionary relationships	CS	Mastering Assignment 5
6. Compare characteristics and replication of acellular infectious agents (viruses and prions) with characteristics and reproduction of cellular infectious agents (prokaryotes and eukaryotes).	CT	Lecture Quiz 5.
7. Describe functions of host defenses and the immune system in combating infectious diseases and explain how immunizations protect against specific diseases.	CS	Exam 3
8. Explain transmission and virulence mechanisms of cellular and acellular infectious agents.	CS	Lab assgts 9-10 (Ex. 27 & 30) Essay paper
9. Use and comply with laboratory safety rules, procedures, and universal precautions.	CT	Laboratory Safety Assignment
10. Demonstrate proficient use of a compound light microscope.	CT	Lab Assignment 1, Exercise 3 Lab practical 1
11. Describe and prepare widely used stains and wet mounts, and discuss their significance in identification of microorganisms.	CS	Lab assignment 1, Exercise 5 Lab practical 1
12. Perform basic microbiology procedures using aseptic techniques for transfer, isolation and observation of commonly encountered, clinically significant bacteria.	Teamwork (TW)	Lab Assignment 2, Exercises 6 & 7
13. Use different types of bacterial culture media to grow, isolate, and identify microorganisms.	TW CT	Lab assignment 4, Exercise 10 Unknown Lab Project (Ex. 35)
14. Perform basic bacterial identification procedures using biochemical tests.	TW	Lab assignment 10, Exercise 30 Unknown Lab Project (Ex. 35)
15. Estimate the number of microorganisms in a sample using methods such as direct counts, viable plate counts, or spectrophotometric measurements	EQS	Lab Assgt 3 (Ex. 8) – Counting Microbial Populations.
16. Demonstrate basic identification protocols based on microscopic morphology of some common fungi and parasites.	CT	Lab Assgt 8, Exercise 31 Lab practical 2.

Academic Dishonesty: Academic dishonesty includes activities and behaviors such as cheating on tests, plagiarism (the practice of taking someone else's work or ideas and passing them off as

one's own), and collusion (helping others cheat and/or plagiarize). Disciplinary actions will be taken on students who engage in academic dishonesty or exhibit disorderly conduct. The consequence of violating the academic integrity policy includes one or more of a zero score for the test/assignment, "F" grade in the course, and withdrawal from the class. The student may also be referred to the Vice President of Student Success and Conduct for further disciplinary action including dismissal from the college.

Student Concerns: If you have any questions or concerns about any aspect of this course, please contact me using the contact information previously provided. If, after discussing your concern with me, you continue to have questions, please contact Sheena Abernathy, the Science Department Chair, at 409-933-8330 or sabernathy@com.edu.

Course outline (Tentative schedule**):**

WK	DATE	LECTURE (STE-342) Tue – 9:30am-12:20pm	LABORATORY† (See footnote); STE-317 Thu – 9:30am-12:20pm	
1	1/17 – 1/22	Martin Luther King Day (1/17) Holiday Ch 1 – The Microbial World &You Ch 3 – Observing Microorganisms **Syllabus Quiz; *Intro to Mastering hw***	**Lab Safety** Ex. 3 – Intro to Microscope Ex. 5 – Advanced Microscopy	**Pre-Class Act;** **Pre-lab quiz 1;** **Lab safety quiz**
2	1/23 – 1/29	Ch 4 – Functional Anatomy of Prok. & Euk. Cells **Mastering homework 1; Quiz 1 (Chs. 1, 3, 4)**	Ex. 1 – Contamination Lab Ex. 6 – Transfer Technique Ex. 18 – Medical Asepsis	**Prelab quiz 2**
3	1/30 – 2/05	Ch 5 –Microbial Metabolism **Mastering hw 2**	Review Ex. 1. 6, 18 plates Ex. 7 – Streak Plate Technique Ex. 8 – Counting Micro Populations	**Ex. 1, 6, 18 results**
4	2/06 – 2/12	Ch 27 – Environmental Microbiology Ch 28 – Applied & Industrial Microbiology **Quiz 2 (Chs. 5, 27, 28)**	Review Ex. 7 & 8 plates Ex. 9. – Simple Stain & Bacterial Morphology	**Prelab quiz 3;** **Ex. 7 & 8 results**
5	2/13 – 2/19	Ch 6 – Microbial Growth Ch 7 – Control of Microbial Growth **Exam 1 – Chs. 1, 3-5, 27, 28; Mastering hw 3**	Ex. 10 – Gram Stain Ex. 11 – Capsule Stain	**Prelab quiz 4**
6	2/20 – 2/26	Ch 8 – Microbial Genetics Ch 9 – Biotechnology & DNA Technology **Quiz 3 (Chs. 6, 7); Mastering hw 4**	Ex. 19 – Cntrl of M/Os: Moist & Dry Ex. 20 – Cntrl of M/Os: UV Light Ex. 21 – Cntrl of M/Os: Disinfectants Ex. 22 – Cntrl of M/Os: Antibiotics	**Prelab quiz 5**
7	2/27 – 3/05	Ch 10 – Classification of Microorganisms Ch 12 – The Eukaryotes **Quiz 4 (Chs. 8, 9)**	Review of Ex. 19-22 plates Ex. 12 – Spore stain Ex. 13 – Acid Fast stain	**Prelab quiz 6;** **Ex. 19-22 results**
8	3/06 – 3/12	Ch 13 – Viruses, Viroids, & Prions Ch 14 – Principles of Disease & Epidemiology **Quiz 5 (Chs. 10, 12, 13) Mastering hw 5**	**Lab Practical 1**	**Lab Practical 1**
3/13 – 3/19		**SPRING BREAK**	**SPRING BREAK**	
9	3/20 – 3/26	Ch 15 – Microbial Mechanisms of Pathogenicity **Exam 2 – Chs 6-10, 12, 13, Mastering hw 6**	Ex. 14 Bacterial conjugation Ex. 33 Epidemiology	**Prelab quiz 7**
10	3/27 – 4/02	Ch 16 – Innate Immunity **Quiz 6 (Chs.14, 15)**	Review Ex. 14 plates Ex 31 – Parasitology	**Prelab quiz 8;** **Ex. 14 results**
11	4/03 – 4/09	Ch 17 – Adaptive Immunity **Mastering hw 7; Quiz 7 (Chs.16, 17)**	Ex 27 – Pathogenic Cocci Ex 29 – Culture of Anaerobic Bacteria	**Prelab quiz 9**

12	4/10 – 4/16	Ch 18 – Practical Applications of Immunology Ch 19 – Disorders of Immune System **Mastering hw 8**	Review Ex 27 & 29 plates Ex 30 – Enteric Bacteria	**Prelab quiz 10;** **Ex. 27 & 29 results**
13	4/17 – 4/23	Ch 20 – Antimicrobial Drugs Ch 21 – Microbial Diseases of Skin & Eyes **Quiz 8 (Chs.18, 19, 20); Exam 3 – Chs. 14-20)**	**Review Ex. 30 plates & results** Ex. 35 – Unknown Project: Dichotomous Key & Table Due Ch 22 – Microbial Diseases of Nervous System	
14	4/24 – 4/30 *4/25	Ch 23 – Microbial Diseases of the Cardiovascular & Lymphatic Systems **Mastering hw 9**	Ex. 35 – Unknown Project: Gram Stain & Biochemical Tests) Ex. 35 – Unknown Project: Evaluate Biochemical Tests Ex. 35 – Unknown Project Lab: Identify Unknown	
15	5/01 – 5/07	Ch 24 – Micro. Diseases of Respiratory Sys Ch 25 – Micro. Diseases of Digestive Sys **Mastering hw 10; Quiz 9 (Ch.21-23)**	**Lab Practical 2** Ch. 26 – Micro. Diseases of Urinary & Reproductive Sys **Typhoid Mary paper**	
16	5/08 – 5/14	**Quiz 10 (Chs.24-26);** **Vaccine Hesitancy Essay due** **Exam 4 (Final) – Chs. 21-26, by Tue, 10th.**	Final Results published on WebAdvisor by Friday, 13th	

***W-Day – Last day to withdraw from class w/o an F (Mon, April 25th).**

†**For some of the labs, you need to complete a pre-lab quiz before coming to the lab; you may hurt your lab grade if you do not. The lab report (Results & Discussion) for each lab is due at the completion of that particular lab.**

NB: The due dates for assessments on this schedule may not be exact. They are provisional and, therefore, subject to change. Pay attention to the **Calendar** and **Announcements** on Blackboard.

Syllabus Disclaimer: Course policies and schedule are subject to change. Any changes will be posted/uploaded in the Blackboard. It is the student's responsibility to check the Blackboard for amendments or updates to the syllabus

---

Institutional Policies and Guidelines

Grade Appeal Process: Concerns about the accuracy of grades should first be discussed with the instructor. A request for a change of grade is a formal request and must be made within six months of the grade assignment. Directions for filing an appeal can be found in the student handbook.<https://build.com.edu/uploads/sitecontent/files/student-services/Student_Handbook_2019-2020v5.pdf. *An appeal will not be considered because of general dissatisfaction with a grade, penalty, or outcome of a course. Disagreement with the instructor's professional judgment of the quality of the student's work and performance is also not an admissible basis for a grade appeal.* https://build.com.edu/uploads/sitecontent/files/student-services/Student_Handbook_2019-2020v5.pdf

Academic Success & Support Services: College of the Mainland is committed to providing students the necessary support and tools for success in their college careers. Support is offered through our Tutoring Services, Library, Counseling, and through Student Services. Please discuss any concerns with your faculty or an advisor.

ADA Statement: Any student with a documented disability needing academic accommodations is requested to contact Holly Bankston at 409-933-8520 or hbankston@com.edu. The Office of Services for Students with Disabilities is located in the Student Success Center.

Counseling Statement: Any student needing counseling services is requested to please contact Holly Bankston in the student success center at 409-933-8520 or hbankston@com.edu. Counseling services are available on campus in the student center for free and students can also email counseling@com.edu to set up their appointment. Appointments are strongly encouraged; however, some concerns may be addressed on a walk-in basis.

Textbook Purchasing Statement: A student attending College of the Mainland is not under any obligation to purchase a textbook from the college-affiliated bookstore. The same textbook may also be available from an independent retailer, including an online retailer.

Withdrawal Policy: Students may withdraw from this course for any reason prior to the last eligible day for a "W" grade. Before withdrawing students should speak with the instructor and consult an advisor. Students are permitted to withdraw only six times during their college career by state law. The last date to withdraw from the 1st 8-week session is March 2. The last date to withdraw from the 16-week session is April 25. The last date to withdraw for the 2nd 8-week session is May 4.

F_N Grading: The F_N grade is issued in cases of *failure due to a lack of attendance*, as determined by the instructor. The F_N grade may be issued for cases in which the student ceases or fails to attend class, submit assignments, or participate in required capacities, and for which the student has failed to withdraw. The issuing of the F_N grade is at the discretion of the instructor. The last date of attendance should be documented for submission of an F_N grade.

Early Alert Program: The Student Success Center at College of the Mainland has implemented an Early Alert Program because student success and retention are very important to us. I have been asked to refer students to the program throughout the semester if they are having difficulty completing assignments or have poor attendance. If you are referred to the Early Alert Program you will be contacted by someone in the Student Success Center who will schedule a meeting with you to see what assistance they can offer in order for you to meet your academic goals.

COVID-19 Statement: All students, faculty, and staff are expected to familiarize themselves with materials and information contained on the College of the Mainland's Coronavirus Information site at www.com.edu/coronavirus. In compliance with Governor Abbott's May 18 Executive Order, face coverings/masks will no longer be required on COM campus. Protocols and college signage are being updated. We will no longer enforce any COM protocol that requires face coverings. We continue to encourage all members of the COM community to distance when possible, use hygiene measures, and get vaccinated to protect against COVID-19. Please visit com.edu/coronavirus for future updates.